



Alaska Air National Guard Announcement Number: **AKANG 10-63** ****Correction****

Position Title: **Aviation Resource Management Craftsman AFSC: 1C052**

Grade Requirement: **MIN E-4** **MAX E-7**

OPENING DATE: 11 May 2010

CLOSING DATE: 16 Jun 2010

WHO MAY APPLY/AREA OF CONSIDERATION: NATIONWIDE

AREA OF CONSIDERATION: *Applications for this announcement (AKANG 10-63)* that will be forwarded for consideration will consist of all Alaska National Guard personnel who 1) currently hold the advertised AFSC at the advertised skill level and meet the grade requirement listed above or 2) AKANG AGRs who meet the minimum criteria for retraining (specifications listed below) or 3) those eligible for membership in the Alaska Air National Guard that currently hold the AFSC at the advertised skill level and meet the grade requirement. If you do not meet any of the criteria, your application will not be forwarded for consideration.

Unit/Duty Location: 144 AS, Kulis ANGB , Alaska

SELECTING SUPERVISOR: MSgt Robert Hassell

Major duties may include:

- Interprets and administers laws and regulations regarding incentive pay and has sole approving authority to determine eligibility and entitlement to Aircrew Incentive Pay (ACIP), Career Enlisted Force Incentive Pay (CEFIP), and Hazardous Duty Incentive Pay (HDIP, (parachutist duty)) on all aviation related duties for personnel assigned to the Air National Guard unit
- Determines eligibility and prepares Military Pay Orders authorizing awarding or recoupment of incentive pay actions based on Department of Defense regulations, Air Force Instructions and all governing laws
- Develops validation processes to determine if assigned aircrew members meet incentive pay requirements in accordance with (IAW) various Department of Defense (DoD) and Air Force (AF) Regulations; reconciles ARMS records by comparing against documentation from Finance and Maintenance Operations Control; and ensures incentive pay entitlements are processed and reviewed and reconciled IAW established public laws
- Advises aircrew members when pay entitlements change
- Provides accurate and timely historical incentive pay records to the Air Force Audit Agency and Federal Aviation Authority (FAA) upon official request
- Controls, and monitors the resource and training requirements of assigned rated and non-rated aircrew for mission accomplishment and safety of flight
- Receives direction and coordinates aircrew management changes, suspension/disqualification actions, and changes in Flying Status Codes (FSC)
- Researches, validates, and interprets Air Force Instruction (AFI) Mission Design Series (MDS) specific medical and physiological requirements and flying and ground training requirements; and compares with higher headquarters mission training requirements to create the ARMS training table
- Translates these requirements into aircrew training tables, profiles, reports, etc., and utilizes products to provide information to aircrew, senior leadership, training coordinators, commanders, and outside sources to include Numbered Air Force (NAF), Major Commands (MAJCOM), and Headquarters (HQ) U.S. Air Force (USAF) to show training requirements, overall training objectives, and accomplishments
- Manages Wing Flying Hour Program by developing procedures for accurate and timely processing of flying hours and verifies accuracy with Logistics Group personnel to determine inventories of assigned, projected, available, and actual expenditure of hours
- Develops and provides information and reports to reflect training accomplishments, pending training requirements, cost for flying hours expended and how this impacts year end goals for training and flying hours budget
- Develops and executes procedures or checklists for in processing, out processing, auditing and self-inspections of flight record folders for all aviators to include written go-no-go procedures, pre-mission, and post-mission review; recording aircrew and aircraft flying hour data; and determining aviation service action for attached and assigned flying personnel as it directly affects mission accomplishment and safety of flight
- Performs other duties as assigned.

Initial Eligibility Criteria:

A41

Hold or be eligible for **Secret** clearance

BRAC Clause: As a result of the 2005 Defense Base Closure & Realignment Commission (BRAC) Final Report dated 8 Sep 05, Kulis AGS AK is tentatively scheduled to relocate to Joint Base Elmendorf-Richardson, (JBER) AK would replace Kulis AGS, AK as the “duty” location. Since JBER, AK is well within “commuting” distance of Kulis AGS, AK (defined as 50 miles), employees will not be eligible for any relocation costs.

Irregular Schedule & TDYs: Incumbent will be required to regularly perform extended duty periods away from home station and temporary duty (TDY) both in-state and out-of-state.

Applicants need to submit Current Records Review Rip (vMPF RIP)*

***See page 2 for All Required Documentation needed**

Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities	Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program	Applicant must be medically qualified IAW AFI 48-123. Induction physical must be conducted not more than 24 mos prior to entry on AGR duty
Applicants must meet the fitness assessment standards at the time they are placed into the AGR program	Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Overgrade applicants must indicate in writing their willingness to be administratively reduced in rank if assigned to the position. Package will not be forwarded without statement.	IAW ANGI 36-101 "Initial tours may not exceed 6 years..." AGR tours may not extend beyond an enlisted member's ETS or an Officer's MSD
Applicants must be able to complete 20 years of active federal service prior to MSD for officers and age 60 for enlisted members. Exceptions may be considered on a case-by-case basis for exceptional circumstances. "	If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee	Any further questions regarding the AGR program may be answered in ANGI 36-101.

APPLICATION PROCEDURES: Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to the **Alaska National Guard, Human Resources Office, HRO, Building 49000 Room D-209, Post Office Box 5800, Fort Richardson, AK 99505-5800**. Complete applications must be received in HRO-AGR office no later than 1600 or postmarked on or before the closing date. US government postage paid envelopes or government facsimile machines (FAX) may NOT be used in submitting applications. All applications must be typed or printed in legible dark ink and must be signed and dated with original signature. Applications received that are not signed will not be forwarded for consideration. Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for but the application package **must include at least the NGB-34-1**. Items 2-7 are *requested by the selecting supervisor*. If the requested documents are not submitted, you may include a letter of explanation. NO STAPLES PLEASE

1. NGB Form 34-1 (Application Form for Active Guard/Reserve (AGR) Position)
2. CURRENT Fitness Test
3. Worldwide Deployability statement (from clinic)
4. Records Review RIP
5. Resume
6. Letters of Recommendation will be accepted
7. Last 3-5 EPRs or performance evaluations

QUESTIONS:

The HRO Liaison- 176th Wing - MSgt Kelly Shewfelt 907-249-1310 (DSN 317-626-1310)
To verify receipt of application, you may call 907-428-6457 (DSN 317-384-4457)

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and MOS some positions may have gender restrictions.